



The Commonwealth of Massachusetts
City of Fitchburg

APPLICATION FOR CERTIFICATE OF INSPECTION

DATE: _____

\$_____ Fee Required

In accordance with the provisions of the Massachusetts State Building Code, Section 106.5 I hereby apply for a Certificate of Inspection for the below-named premises located at the following address:

Street & No.: _____ Telephone # _____

Name of Premises: _____

Purpose for which Premises is used: _____

License(s) or Permit(s) Required for the Premises by Other Governmental Agencies:

License or Permit

Agency

Name of Owner of Business: _____

Address: _____

Owner of Record of Building: _____

Address: _____

Name of Present Holder of Certificate: _____

Person to Contact: _____

Signature of Person to Whom Certificate
Is Issued or His Authorized Agent

Title

Date

INSTRUCTIONS:

- 1) Make check payable to:
- 2) Return this application with check to:
- 3) Call 978-829-1880 for an appointment
for your inspection

**City of Fitchburg
Building Department
166 Boulder Drive
Fitchburg, MA 01420**

PLEASE NOTE:

- 1) Application form with fee must be submitted for each building/structure or part thereof
- 2) Application and fee must be received before the certification will be issued
- 3) THE BUILDING OFFICIAL SHALL BE NOTIFIED WITHIN 10 DAYS OF ANY
CHANGE IN THE ABOVE INFORMATION

Criteria for receiving a Certificate of Inspection: See building numbers visible from street or sign; doors with numbers and letters should be displayed example 125A, 125B; exit & emergency lights in common interior stairs & halls; grip able handrails; common area smoke detectors; posted certificate of inspection; fire alarm test date; sprinkler test date; accessible utilities; no storage in halls; proper dryer vent; four apartments or more need key box; should be no unauthorized work on building property; **need number of units and bedrooms per unit**; door buzzer – apartments more than three units need electronically operated door & intercom; fire escapes – bridges, steel or wooden stairs, fire escapes and egress balconies shall be examined and/or tested, certified for structural adequacy and safety every five years by a registered design professional, shall then submit an affidavit to the Building Official